

# **THE CORPORATION OF THE TOWN OF DEEP RIVER**

P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0

Telephone: (613) 584-2000 • [www.deepriver.ca](http://www.deepriver.ca) • Fax: (613) 584-3237



## **COVID-19 Property Tax Deferral Program Application Form**

The Town of Deep River has implemented a deferral program for the May 29, 2020 interim property tax bill payment for residential property owners and small businesses that have been financially impacted by the COVID-19 pandemic.

### **PROGRAM REQUIREMENTS**

- This form must be fully completed for your application to be considered.
- The deadline to submit this application is June 15, 2020.
- This application form must be completed by the owner(s) of the property.
- Property owner(s) that have tenants will only be eligible if they pass on financial relief/deferral to their tenants
- Printing must be legible.
- Interim Property Tax Bill due date will be extended to September 30, 2020 without penalty or interest
- A confirmation of your eligibility will be sent by email.
- If you are registered for pre-authorized payment for your tax bill and would like to apply you will need to contact the Finance team at 613-584-2000

### **If your mortgage company pays your property taxes:**

If you would like to participate in this program then contact your financial institution to determine your options before applying. Some mortgage companies may not have provision for participation in this type of program.

### **INSTRUCTIONS**

#### **1) Property and Applicant Information**

Enter the roll number for the property, along with the property address. The roll number can be located on any previous tax bill for the property.

#### **2) Eligibility Criteria**

Please check the box that applies to the property. Please note that the property assessed value must be from your most recent tax bill or current MPAC assessment notice. Note that non-residential properties must have a total taxable 2020 property assessment value equal to or under \$700,000 to be eligible.

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### **3) Business Interruption Insurance**

Please check this box if you are a business and have not received any compensation through business interruption insurance.

### **4) Statement of Hardship**

Please check the box(s) that apply to your situation.

### **5) Declaration**

Please check the box if you agree to the statement.

### **6) Signature**

Please sign and date form. The completed form can be sent electronically to [townmail@deepriver.ca](mailto:townmail@deepriver.ca) or by dropping off completed forms in an envelope at the night deposit box located just inside the door to the Police Station. Should you have any questions please contact the Town of Deep River Finance staff at 613-584-2000

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## 1) Property and Applicant Information

Roll number (Enter the remaining 15 digit roll number)

4796- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Property address

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Applicant name (must be a property owner)

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Co-applicant name (if applicable)

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Phone number

( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Email address

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## 2) Eligibility Criteria

You must be a residential property owner or a small business with a taxable property assessed in one of the following tax classes; occupied commercial, industrial, multi-residential or new multi-residential class.

- Residential property owner
- Small business property owner with a total taxable assessed value equal to or under \$700,000.

## 3) Eligibility:

- I have not received compensation from Business Interruption Insurance towards the payment of property taxes.

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## 4) Statement of Hardship (you must meet all of the requirements below to qualify) Please check those that apply.

- I / we have experienced financial hardship directly related to the COVID-19 pandemic.

Reason

- Loss of employment, and/or Temporary suspension of pay
- Business Revenue loss, and/or Temporary Business closure

The Town may require further information and clarification to verify.

## 5) Declaration

- By submitting this application, I declare that this information is factual and accurate. I understand that failure to properly and fully disclose accurate financial information is subject to a fine under the Provincial Offences Act, R.S.O. 1990, e. P.33, as amended. I understand that the information I provide may be subject to review and verification. Information being collected on this application will be used for the purposes of determining whether the applicant(s) qualifies for the COVID-19 Property Tax Deferral Program. Applications will be ineligible if false or inaccurate information is provided.

I understand that property owners with tenants who do not pass on the deferral to their tenants will be deemed ineligible, the deferral will be revoked, and all taxes, penalty and interest will be payable immediately.

## 6) Signature

Name \_\_\_\_\_

Date \_\_\_\_\_